# COUNTY TO THE PROPERTY OF THE

#### FREDERICK COUNTY GOVERNMENT

#### DIVISION OF FINANCE

Department of Procurement & Contracting

Lori L. Depies, CPA, Division Director Diane Fouche, CPPB, Director

#### October 19, 2016

# Request for Proposal #16-345 INDEFINITE QUANTITY CONTRACT FOR NPDES CONSULTANT SERVICES Addendum #1

This addendum contains revisions, clarifications, and information pertinent to the Request for Proposal (RFP) for the title project and shall supplement, amend, and become part of the solicitation. All responses shall be based on the solicitation TOGETHER with this Addendum.

Acknowledgment of this addendum shall be submitted with the response. Failure to acknowledge addenda may subject the Contractor to disqualification.

Proposals are due October 27, 2016 at 3:00 PM.

#### **QUESTIONS:**

1. Question: What is the estimated contract value?

Answer: The estimated value is \$750,000 per contractor, per year.

2. Question: How were the estimated quantities arrived at?

Answer: We used historical data from past work.

3. Question: Should the laboratories be treated as a sub consultant (included in the list of subconsultants) or is it only necessary to provide the rate for the laboratories?

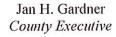
**Answer:** Please provide the cost per sample for the laboratories. They do not need to be listed as subconsultants.

4. Question: Can we assume that because the County has already been conducting the storm event monitoring described in the RFP (Section 3.5), the monitoring equipment (auto samplers) is already installed and purchase of this equipment will not be necessary?

Answer: Yes.

5. Question: Please clarify how many projects and references are required and the timeframe. Section 13.2.1.3.3 Past Performance, page 19 of 44 requires 3 projects within the last 5 years while Attachment 4 (Contractor's Reference Information, page 35 of 44) requires 5 projects within the last 3 years.

Answer: 3 projects in the last three years.





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**6.** Question: Section 13.2.1.2.3 Professional Qualifications requests that we include resumes for the "core" consultants identified in the Attachment 8. Please clarify which design disciplines should be considered "core."

*Answer:* Consultants should decide who is included in their core team based on the scope of work in the RFP.

7. Question: Attachment 8 includes a unit cost for printing of the Annual Report. Is this cost still required now that the Annual Report submission is electronic using the MS4 geodatabase?

**Answer:** Please include cost of Annual Report printing since there will continue to be a portion of the Annual Report that is narrative. There may be a need for hard copies.

8. Question: Can you include a line for a field technician under water quality monitoring in the rate table?

Answer: Yes.

9. Question: What is the County's CAD preference?

Answer: Auto CAD.

10. Question: Does every resume submitted in the technical proposal need to reference one of the labor categories listed in Attachment 8?

Answer: No.

11. Question: Should the price for Water Quality Lab Analysis in Attachment 8 be for one sample, or one round of sampling (3 samples)?

Answer: One Sample.

12. Question: Should the proposals name the laboratory?

Answer: Yes, but not as subconsultants.

13. Question: Please clarify how the price proposal is evaluated as part of the selection process.

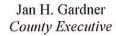
Answer: Price Proposal is evaluated only after short list is determined.

14. Question: Are subconsultants required to submit any of the other forms?

Answer: No.

15. Question: Attachment 4 requests five contractor references. Should Attachment 4 be provided only for the prime consultant, or should a separate Attachment 4 be provided for each of the subconsultants?

Answer: Prime consultant only.





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16. Question: Section 3.8.3 (page 14) refers to final construction documents being signed and sealed by registered professional architect- please clarify.

Answer: Professional Engineer.

17. Question: Page 11, 3.2.1.2 — will there be a required response time (rapid response) for field screening or to investigate citizen and /or agency filed requests of illicit discharges?

Answer: There is no required response time (rapid response) for field screening or to investigate citizen and /or agency filed requests of illicit discharges. Emergencies are referred to the appropriate agency.

18. Question: Page 13, 3.5.1.5 – Is invasive species assessment and management excluded from this contract?

Answer: Invasive species is not a major part of the contract although it is not excluded.

19. Question: Page 13, 3.5.1.5 – we did not see amphibians or reptiles as part of this assessment protocol. Are these excluded from this contract?

**Answer:** We follow the Maryland Biological Stream Survey (MBSS) protocol developed by the Maryland Department of Natural Resources.

20. Question: Do signatures need to be in ink, or are electronic signatures acceptable?

Answer: Ink.

21. Question: Re p. 18, section 13.2.1.2.1 professional qualifications, should this include all project personnel or key personnel?

Answer: Key Personnel.

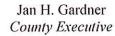
22. Question: Re p. 19, section 13.2.1.4.2 current commitments of staff, how much detail do you want on other commitments? Do you want to know what work each person is currently doing or simply the percentage of time available?

**Answer:** The Consultant should list the firm's current commitments with percentage complete as well as key personnel's current commitments.

23. Question: On p. 12, under 3.2.3.1. Language says "...or development of new SWPPPs for really permitted facilities". Should this say "newly permitted" instead of "really permitted"?

Answer: Yes.

24. Question: On p. 44, there is a line item cost (per report) for Annual Report. Does this refer only to the MS4 Annual report, or would this also cover an annual report for other project components (e.g., IDDE, Assessment of Controls)? Is there a particular number of pages that we should assume for this cost item?





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Answer: This cost is specifically for the MS4 Annual Report; you can assume 100 pages.

25. Question: Frederick County Stream Survey and other stream geomorphic assessments (e.g., for watershed assessments) typically do not require professional land surveyors or land survey crews. Please confirm that the County intends land survey rates (p. 41: Registered land surveyor, 3-person and 2-person survey crew, office tech) to be used for other purposes only, such as detailed topographic surveys in support of a design project.

Answer: Confirmed.

**26.** Question: We assume that unit costs for benthic lab analysis and water quality lab analysis (p.43) are to be provided as the cost per sample. Please confirm this is correct.

Answer: Yes.

27. Question: Section 13.2.1.2.1 — In general, are you looking for additional text in this section that highlights key staff capabilities. If so, would short bios work? It would seem that the resumes would cover education, active registration(s), experience, and qualifications relevant to the scope of work. Please clarify exactly what information you are looking for in this section that is different from the organizational chart in 13.2.1.2.2 and the resumes in 13.2.1.2.3.?

Answer: A short bio is sufficient.

28. Question: Section 13.2.1.33.4 — under the project examples it states members of project team. Can you clarify what you mean by this. Do you specifically mean members of the Prime Firm that worked on the project? Or do you mean the entire project team, beyond just the Prime Firm? Or should we limit it to just key staff members that were used on those projects that we are proposing to use on this effort. Please clarify. The first two options could get quite lengthy.

Answer: Key Staff of Project Team.

29. Question: Section 13.2.1.4.1 – current projects or commitments – is this limited to the firm Priming this only or should we include sub-consultants commitments?

Answer: Prime.

**30.** Question: Section 13.2.1.4.1 — commitments for professional staff — is this limited to the Prime Firm only or should we include sub-consultants? Sub-consultants could be considered key staff?

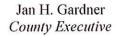
Answer: Prime.

31. Question: Section 13.2.1.5 — Local Knowledge — is this section limited to the Prime Firm only or can we include subconsultants experience?

Answer: Prime.

32. Question: Is there an MBE requirement for this RFP?

Answer: No.





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33. Question: Attachment 8 - When estimating costs in Attachment 8, how do you estimate it for the 2/3 person survey crews? Would you multiply the average rate by 2 or 3? Or just provide the average rate for 1 person of the 2 or 3-person survey crew?

Answer: Provide the average rate for 1 person of the 20 or 3-person survey crew.

34. Question: Will County staff participate in some or all of the listed field activities or will the work be performed solely by selected Contractor staff??

**Answer:** At this time, County resources are limited but County staff has participated in the past and the intent is to have a representative from the County participate in the field activities.

35. Question: Is information required for the water quality laboratories intended to be used for benthic and water quality lab analysis?

Answer: Yes.

#### **REVISIONS:**

In section 2.7 of Document C, DELETE "12 outfalls" and REPLACE with "100 outfalls"

#### **CLARIFICATIONS:**

- 1. The Site Conditions section is applicable to specific task orders that are assigned pursuant to this contract.
- 2. Performance bonds are not required for this contract.
- ADA Compliance may be applicable to a task order that could be assigned pursuant to this contract.
- 4. Vendor names do not need to be specifically name in the price proposal.

#### **ATTACHMENTS:**

Pre-bid Sign in Sheet

Except as noted herein, all terms and conditions of the document referenced, as heretofore changed, remain unchanged and in full force and effect.

Brian Stieg, Project Manager IV

Department of Procurement & Contracting

#### RFP #16-345

#### NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: Dewberry
Representative: Joanne Ched
Address: 321 Ballenger Center Drive Frederick MD
Email Address: j cheok@ dewberry. com
Phone No.: 301.337, 2856 FAX No.: 301.663. 36.79
FIRM NAME: CHARLES P. JOHYSON AND ASSOCIATES, INC.
Representative: JAMES FETCHU
Address: 804 W. DIAMOND AVE, GATTHERSBURY ND 2018713
Email Address: TEETCHUE CPJA. COM
Phone No.: 301 - 208 - 9573 FAX No.: 301 - 926 - 455
FIRM NAME: Rummel, Klepper & KAhl
Representative: Lucy Noya / Bob Palmer
Address: 81 W. Moshen St
Email Address: LNOGA@ RKK. LOM, RPALMERQ RKK. COM
Phone No.: 410 - 462 - 9375 FAX No.: 410 - 728 - 2834
•
FIRM NAME: CENTURY ENGINEERING
Representative: THUMAS TURNER
10.710 /
Address: 10710 GILROY RO HAMT VALLY WW 21131
Email Address: TIMENER CENTURYENG, COM

#### RFP #16-345

#### NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: Bayland Consultants
Representative: Sem Conterol
Address: 7455 New Ridge Rd, Hayove, MD 21076
Email Address: Schawford Chaylanding, com
Phone No.: 410-694-9401 FAX No.: 410-694-9405
FIRM NAME: BOWMAN CONSULTING Group
Representative: DonAron Corrd
Address: 13 W. Church Stroof, Fredatich MD 2170
Email Address: dcorye Donmandeg. Com
Phone No.: 410~212-7858 FAX No.:
FIRM NAME: TM-
Representative: Jim Manais
Address: 72 Lovedon Cr. Sparks MP 2115-2
Email Address: TMOQQIC Q SMT, COM
Phone No.: 443-662-4354 FAX No.:
TYDM NIAMB
FIRM NAME:
Representative:
Address:
Email Address:
Phone No.: FAX No.:

#### RFP #16-345

# NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: SPECTRUM ENVIRONMENTAL SCIENCES, INC.
Representative: TOM INCOARING
Address: 97 Themas Schason DR, Suite 200, Frederick MD
Email Address: the IKEMAN & SPECTRYMENVICOM
Phone No.: 301-620-1700 FAX No.: 301-670-4118
FIRM NAME: Wallace Montgomeny
Representative: Jessica Klinetalter
Address: 10150 York Road, State Zio, Cakasville M
Email Address: Klinefelter@ wallacementgomen. Com 21152
Phone No.: 470 494 9093 FAX No.:
FIRM NAME: JEWBETZEL
Representative: JESSICA SEIPP
Address: 3100 LORD BALTIMORE DR SVITE 110 BAUTMORE MP UZZ
Email Address: SEIFF @ DENBERRY. COM
Phone No.: 410-1045-1838 FAX No.:
FIRM NAME: Cangan Valley Tastitute
Representative: Kristin Millcarek
Address: 494 Riverstone Road Davis WV. 26260
Email Address: Kristianiel Carella Canaanvi. org
Phone No.: 274 ~ 940 - 3443 FAX No.:

#### RFP #16-345

# NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: NMP ENGLAGERIGE CONSULTABATS, IAC.
Representative: DAN GUY
Address: 1350 Wc Coemick ROAD Hanty VALLEY, MD 21031
Email Address: DENY @ KIMP EXGINECTING. COM
Phone No.: 410.771.9808 FAX No.:
FIRM NAME: FIFE WILSON T. BALLARD CO
Representative: BRYAN DUSZA
Address: 17 GUYNNS MILL COURT OWNES MILK MD 21#7
Email Address: bolusza wybco, com
Phone No.: 410-363-0150 FAX No.: 410-363-7611
FIRM NAME: JAB CONSULTANTS INC.  Representative: Sanday potel
Address: 9400 Jan Apoles RD
Email Address: Sanjay. Pole ( ab con cultantsing. Com
Phone No.: 240 582 802 FAX No.: 301-306-3092
FIRM NAME: VORSOR INC
Address: PO FORMERS PL 9200 CONRUMSON RA MOZINE
Email Address: Q20Qeres@Jeresare.com
Phone No.: 410-240-61167 FAX No.:

#### RFP #16-345

#### NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: WETLAND STUDIES AND SOLUTIONS, INC.
Representative: DAN LUCEY
Address: 1131 BENFIELD BLVD, SUITE L, MILLERSVILLE, MD 21108
Email Address: DLUCEY @ WETLANDSTUDIES, COM
Phone No.: 410-672-5990 FAX No.: 410-672-5993
FIRM NAME: KCI Technologies, luc  Representative: Foll Food  Representative: Toll Food  Representative
Representative: Foll-two-
Address: 936 Ridso book Rd, Spenks MD 21152
Email Address: ON Wisto Con
Phone No.: 410-316-7808 FAX No.: 410-316-7895
FIRM NAME: Versar
Representative: Nancy Roth
Representative: Nancy Roth  Address: 9200 Runsey Rd. Suite 1
Email Address: nroth @ versar.com
Phone No.: 410-740-6091 FAX No.: 410-964-5156
FIRM NAME: BRUDIS & ASSOCIATES, INC
Representative: PRAKASH KHANAL
Address: 9254 RUMSBY RD. COLUMBIA, MD 21045
Email Address: PKhanaj @ brudis, (om
Phone No.: 410 - 884 - 3607 FAX No.: 410 - 884 - 3609

#### RFP #16-345

# NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: Phase Separation Science
Representative: Amber Confer
Address: 6630 Baltimore Mational Pike Baltimore MD 2122
Email Address: amberc @ phase online. com
Phone No.: 410-8 410-877-4770 FAX No.:
FIRM NAME: Mc Cornicle Taylor
Representative: Scott Lowe
Address: Scott Lowe  Address: Sog S. Exct Street Baltim, MO non-
Email Address: Slolowe @ mtmail. biz
Phone No.: 40 662 7400 FAX No.:
FIRM NAME:  Representative:
Address:
Email Address:
Phone No.: FAX No.:
FIRM NAME:
Representative:
Address:
Email Address:
Phone No.: FAX No.:

#### RFP #16-345

#### NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: ANGLER ENVIRON MENTAL
Representative: DAVID SEABORY
Address: 1434 ODEHRUN ROAD, ODEHROL, MB 21113
Email Address: DAVE SEABORNO ANGUERENVIONMENTAL, COM
Phone No.: 40-672-432 6 FAX No.: 410-67-2-4328
FIRM NAME:
Representative: Alimed Ali Abbas,
Address:
Email Address: aabbasilos @ awail. com
Email Address: aabbasilo3 @ gwail. com  Phone No.: 410 530 1355  FAX No.:
FIRM NAME: 13,11 Stark
Representative: Centur Co, Wastershild Unstiction
Address: 3290 W Relge 12d Ellet Coly Mil 3205
Email Address: 635 @ CWID. OAJ
Phone No.: 410 461 8322 9x 222 FAX No.:
FIRM NAME: HONGIE HAYING - LONG, Angler Engrammenteel
Representative: Haynes-Long
Address: 1434 Odenton Ra, Odenton MD 21113
Email Address: Maynes@ anglirennronminal.com
Phone No.: 571-489-0213 FAX No.: 4/0-672-4328

#### RFP #16-345

# NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: EA Engineering, Science, and Technology, Inc. PBC
Representative: Bill Rue
Address: 225 Schilling Circle Suite 400, Hunt Vally MO 2103
Email Address: brue @ egest. com
Phone No.: 410 - 329 - 5110 FAX No.:
FIRM NAME: PHOT INC
Representative: KEW BROWN
Address: 900 KING FARM BUND #400
Email Address: KRROWN & PMTENGINFAR VOG 10000
Phone No.: 301 693 352966 Z FAX No.:
FIRM NAME: SICELLY AND LOY, INC
Representative: CHRISANA CASOLE
Address: 11350 Mc. CARMICH. ROAD, EP F. SUFE 706
Email Address: CC. a sole @ skellyloy. com
Phone No.: FAX No.:
FIRM NAME: PMTDEP
Representative: PICIC COX
Address:
Email Address: rcox @ dandp. con
Phone No.: 703 9207010 FAX No.:

#### RFP #16-345

# NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: ROSSI TRANSFORTATION GROUP
Representative: CARTER HYDE
Address: 19 CLARION CT. COCKEYSVILLE, MS 21030
Email Address: CARTER, HYDE & ROSSITG, COM
Phone No.: 410 262 - 0029 FAX No.: 443 318 - 3800
FIRM NAME: APRX COMPANT'S UC
Representative: Matthew Neigh
Address: 15850 Crabbs Branch Way Ste. 200
Email Address: MNCisheapex Cos. com
Phone No.: 301 4170200 FAX No.: 301 975 0129
FIRM NAME: Bown and Caldwell,
Palana S Vanania
Representative: Rebecca Miner-Skonovel
Address: 4 De l'Aville, MD
Address: 4 Cle 1 Povoder Mill Rd Beltsville, MD Email Address: (Wiverskonoval@brwncald, com
Phone No.: 530-723-4852 FAX No.: 301-479-1250
FIRM NAME: Drown of Coldwell
Boursey Jane M. Dangual
Address: 4061 Powder Mill Rd Daltsville MD
Auditor (2007)
Email Address: mid onough @ brun (1)d. (or
Phone No.: 301-356-3889 FAX No.: 301-479-1850

#### RFP #16-345

#### NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: DMW
Representative: MARK CRI SAMAN
Address: 8 E. SECOND STREET HZOI, FREDERICK, MD. 21701
Email Address: MCR) SSMAN & DMULLOM
Phone No.: 301-696-9040 FAX No.: NA
FIRM NAME: AB CONSULTANTS, ONC.
Representative: KM-HOU CHAN
Address: 9450 ANNAPOLIS RD.
Email Address: KZM. CHAN @ ARLONGWTANTS TWC. COM
Phone No.: 301-306-3091 FAX No.: 501-306-3092
FIRM NAME: AKRI
Representative: Mak Southerland
Address: 7210 Parkway Dr Sute 210 Hanover MD
Address: 7250 Parkway Dr Sute 210 Hanover M.D. Email Address: M. Southerland Oguril. com 21076
Phone No.: 416-712~4848 FAX No.:
FIRM NAME: AECOM
Representative: Mclissa Hess
Address: 12420 Milestone Center Drive, Germentown MD
Email Address: Mclissa. hass @ accom. com
Phone No.: 301-820-3463 FAX No.: 301-820-3009

#### RFP #16-345

#### NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: BIOHABITATS
Representative: TED BROWN
Address: 2081 CLIPPER PARK RD BALT, MD 2/21)
Email Address: tbrown @ brohabitats.com
Phone No.: 410-554-0156 FAX No.:
FIRM NAME: Insight Global
Representative: Mex Walker
Address: 100 E Pratt St. Baltmore, MD 21202
Email Address: Alex. Walker & Insight Global.com
Phone No.: 410-596-8946 FAX No.:
FIRM NAME: CV, WC
Representative: CHINMAY VYAS
Address: 416 HENGER FORD PR #301 KOCKVILLO MD 2084
Email Address: CVYPS @ CV/NC. COM
Phone No.: 201 637 2510 FAX No.: 6 240 252 5512
FIRM NAME: Stormwater Maintenance - Consulting (SMC)
Representative: Shannon Lucas
Address: 10944 Beaver Dam Rd, C, Unt Valley MD 21044
Email Address: S (WMO SWM, COV-
Phone No.: 410 382 9567 FAX No.:

#### RFP #16-345

#### NPDES Consultant Services Indefinite Quantity (IDQ) Contract

FIRM NAME: Straughan Enwynmental	
Representative: David Markey	
Representative: David Merkey  Address: 10245 Old Columbia Rd. Columbia MD 21046  Email Address: Smerkey@staughanenvivon mental.com  Phone No.: 443-926-1288 FAX No.:	
Email Address: Imerkey @ straughan environ mental.com	
Phone No.: 443-926-1288 FAX No.:	
FIRM NAME:	_
Representative:	_
Address:	
Email Address:	
Phone No.: FAX No.:	
FIRM NAME:	-
Representative:	
Address:	_
Email Address:	
Phone No.: FAX No.:	
FIRM NAME:	_
Representative:	
Address:	_
Email Address:	
Phone No.: FAX No.:	